Information Security Managers Group
Tuesday, February 23, 2010 Meeting Minutes

MEETING LOGISTICS (all meeting minutes are posted on the ISMG Sharepoint site:
http://ent.sharepoint.mt.gov/groups/ism/default.aspx)

When:	Last Tuesday of each month11:00 am – 12:00 pm
Who:	Agency CIO and/or Information Security Manager
Where:	Department of Labor and Industry First Floor Conference Room
	Corner of Lockey and Sanders

Next Meeting: March 30, 2010 11:00 am

PRESENT

MDT:	Kristi Antosh
DLI:	Judy Kelley
DOC:	Larry Krause
OPI:	Jim Gietzen
OPI:	Joan Anderson
DPHHS:	Chris Silvonen
DPHHS:	Jackie Thiel
DOR:	Cleo Anderson
DOA:	Larry Manchester
DOA:	Kevin Winegardner

PURPOSE

The Information Security Managers Group has three primary purposes:
- Advise the State CIO on Information Risk Management Issues at the Statewide level
- Raise awareness while identifying communities of interest for EPP purposes
- Provide a forum for agency exchange of information

AGENDA ITEMS
- **Welcome and (re)introductions**
    The Group members introduced themselves around the table.
- **Discussion – Discuss and Adopt ISMG Rules of Procedure – Approved and adoption recommended.**
    The Group made a couple of non-material changes to the document. The Group then approved the Rules by consensus and recommended the State CIO adopt. There will be an update on the CIO's decision at the March ISMG meeting.
- **Update – Statewide Policy – Information Security Programs. Responses Approved.**
    The Group reviewed and discussed the policy Comments and Responses. The Group added the need for management prioritization of limited resources to the recommendations. The policy proponent will submit the decision package to the State CIO for final decision on policy publication. There will be an update on the policy status at the March ISMG meeting.
- **Update – DOA Prototyping Awareness, Training, and Education**
    o Larry Manchester gave an update on Awareness, Training, and Education progress. The prototyping of the first Tier of training continues. ISM's are encouraged to contact the Enterprise Information System Security Bureau for more information. The ISM's message needs to drive the design of the presentation.
- **Short-Term Implementation Plan for the Risk Management Framework process**
    o Not available. Moved to next months agenda.

- **Guidance Documents – "System Authorization".**
  - o The Group requested to extend the discussion period until March 15, 2010. Discussion will take place on the ISMG Sharepoint site. The document is located in the Sample Statewide Guidelines folder under Information System Authorization folder.
    - Make Edits on document. Keep "Track Changes" turned on please.
    - Please have final recommended changes to document complete by COB 03/15/2010.
    - E-mail kwinegardner@mt.gov by COB 03/15/2010.
      - Please indicate either:
        - o <u>Concur</u> with recommendation to State CIO to publish Statewide Guideline: Information System Authorization, or;
        - o <u>Non-Concur</u> with recommendation to State CIO to publish Statewide Guideline: Information System Authorization

Future Topics:

Possible common EPP items:
- o Risk Assessment Capabilities
- o Planning of Program Implementation
- o Staffing

ACTION ITEMS
- Schedule March 2010 ISMG meeting
  - o Kevin Winegardner

AGENDA ITEMS FOR NEXT MEETING
- Update on Statewide Policy – Information Security Programs
  - o Larry Manchester
- Short-Term Implementation Plan for Information Risk Management Framework process
  - o Kevin Winegardner
- Guidance Documents – "System Authorization". Report on Groups recommendation and disposition.
  - o Kevin Winegardner